



Huntland Schools

400 Gore Street

Huntland, TN 37345

Phone: (931) 361-0300 Fax: (931) 469-0590

William K. Bishop, II, Ed.S., Principal

COVID Positive Student or Faculty/Staff with School Contact Procedures

When the school receives notification that a student or faculty/staff member has received a positive COVID result and that individual has had possible close contact with other students or faculty/staff (definition of close contact to be determined by Department of Health) within 48 hours of the positive result, the following procedures will be followed:

1. Huntland Schools will trace close contact with the individual through teachers and turn information into the FCSD designee, who is responsible for submitting these names to the Tennessee Department of Health. This should take place on the same day as the result is received if possible.
2. Huntland Schools will inform identified individuals of the possible **CLOSE CONTACT** (6ft or less for 15 minutes or longer) or possible **EXPOSURE** (through a letter and school messenger as soon as possible (the intention is the same day when possible)).
3. In some cases, Huntland Schools may be notified during the school day of a positive student. Any student who has been identified as a **CLOSE CONTACT** may need to be picked up from school and should remain out of school until the health department makes contact to determine if he or she must quarantine at home for 14 days from the time of their last exposure to the individual who received the positive COVID result.
4. If the health department determines the student must quarantine, he or she will be considered a **temporary virtual learner**. Parents or guardians should contact Huntland Schools with this information and to coordinate picking up a Chromebook or other materials if needed.
5. Quarantined students should be monitored for symptoms and medical attention is suggested if the student displays any of the following symptoms: chills, muscle pain, headache, sore throat, new loss of taste or smell, fever, cough, shortness of breath, or difficulty breathing. Parents and guardians should continue normal activity for siblings of a quarantined student.

6. Contact your healthcare provider or the local health department with any questions.

Sample of Possible Exposure Letter



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Huntland, TN 37345

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William K. Bishop, II, Ed.S., Principal

Dear Parent or Guardian,

A positive case of COVID-19 has been confirmed at North Middle School and your student may have been exposed to that individual. Exposure is defined as being in the area of someone who has tested positive for COVID but does not meet the guidelines to be considered a close contact. Our school district follows protocols from the Centers for Disease Control and Prevention (CDC) and the Tennessee Department of Health guidelines for the management of individuals who have been diagnosed with, or exposed to, COVID-19. We can avoid the need to close our schools when we work quickly and collaboratively with the Tennessee Department of Health to identify and advise ill and exposed students and staff.

Date of possible exposure of your student at school: _____

Due to this possible exposure, these are the recommendations from the Franklin County School District:

- You will not receive a call from the Tennessee Department of Health.
- Your student may still attend school but should wear a mask when in close proximity to anyone at school.
- Monitor your student closely and contact your child's medical provider for guidance if any of the following symptoms arise: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.
- If symptoms arise, do not send your student to school. Inform the school of your student's absence. During this time, your student will be considered a temporary virtual learner. Also, let your school know immediately if your student gets tested and/or receives a positive COVID test result.
- If your student becomes a temporary virtual learner, you will need to contact the school to arrange for materials and/or Chromebook to be picked up.

If you have questions about these instructions, please contact your school or your local health department.

Sincerely,

William K. Bishop, II, Ed.S.

Sample Possible Close Contact Letter



400 Gore Street

Huntland, TN 37345

Phone: (931) 361-0300 Fax: (931) 469-0590

William K. Bishop, II, Ed.S., Principal

Dear Parent or Guardian,

A positive case of COVID-19 has been confirmed at North Middle School and your student has been identified as a possible close contact to that individual. Close contact is defined by the CDC as being near the positive individual within 6 feet or less for 15 minutes or longer. Our school district follows protocols from the Centers for Disease Control and Prevention (CDC) and the Tennessee Department of Health guidelines for the management of individuals who have been diagnosed with, or exposed to, COVID-19. We can avoid the need to close our schools when we work quickly and collaboratively with the Tennessee Department of Health to identify and advise ill and exposed students and staff.

The Department of Health will contact you to determine if your child needs to quarantine. **Please do not send your child to school** until you receive further information from the Department of Health. This can take several days. While you await further information from the Department of Health, your student will be considered a temporary virtual student. Please contact the school to arrange the pickup of materials and Chromebook, if needed.

If the Department of Health confirms your child was a close contact of someone infected with the SARS-CoV-2 virus that causes COVID-19:

- Your child must **QUARANTINE AT HOME** for 14 days from the time of their last close contact to that individual. These self-quarantined days will count as part of the 14 days.
- Your child **MAY NOT** return to school or school activities while in quarantine.
- Before your student returns to school, please contact the school's attendance clerk one day in advance.
- **On the day a student returns, your student should report to the front office and check in with the school nurse.**
- Contact your school immediately if your student gets tested and/or receives a positive COVID test result during the quarantine period.

Date of last close contact with COVID positive at school: _____

Date your child may return to school if close contact is confirmed by public health: _____

Return dates are subject to change based upon public health investigation.

While the SARS-CoV-2 virus that causes COVID-19 does not cause illness in every person who becomes infected, it is highly contagious. If your child is a close contact of an infected individual, your child is at risk of getting sick for up to 14 days after they last had contact with that individual. It is suggested to monitor your student closely and contact your child's medical provider for guidance if any of the following symptoms arise: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.

If you have questions about these instructions, please contact your school or your local health department.

Sincerely,

William K. Bishop, II